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MINUTES

MEDICAL STAFF CAREER SERVICE BOARD MEETING
Wednesday, 22 November 1961

Present: C/MS - Chairman Dr. Tietjen
DC/MS - Voting Member Dr. [REDACTED]
AC/CD - Voting Member Dr. [REDACTED]
C/SD - Voting Member Mr. [REDACTED]
C/OD - Voting Member Dr. [REDACTED]
PO/MS - Executive Secretary Mr. [REDACTED]
Secretary to DC/MS - Recording Secretary . . Miss [REDACTED]

5X1A9a

1. Minutes of Previous Meeting

The Minutes of the Medical Staff Career Service Board Meeting of 13 September 1961 were approved by the Members without comment.

2. Review of Fitness Reports

a. The Executive Secretary called attention to Fitness Reports recently completed on the following personnel as containing outstanding ratings:

25X1A9a

[REDACTED] GS-11, Medical Service Officer, OD
[REDACTED] GS-9, Medical Service Officer, OD

b. The Fitness Reports on the following personnel contain superior ratings:

25X1A9a

[REDACTED] GS-11, Medical Service Officer, CD
[REDACTED] GS-11, Medical Service Officer
[REDACTED] GS-11, Medical Service Officer
[REDACTED] GS-11, Medical Service Officer
[REDACTED] GS-10, Head Nurse
[REDACTED] GS-9, Instructor, (Med Tech Flds)

25X1A9a

25X1A9a

c. There was a discussion on AC/CD's rating of Mrs. [REDACTED] Mr. [REDACTED] which C/CD, reviewing officer, did not concur with. DC/MS suggested that these Fitness Reports be returned to C/CD with a request for an explanation of these ratings. It was recommended by C/MS that these three Fitness Reports not be processed through the Board at this meeting, but present them at the next Career Service Board Meeting at which C/CD will attend.

d. In addition to the above, Fitness Reports have been completed on the following personnel and all the reports are available for the review of the Members:

DOC	3	REV DATE	20 APR 1981	BY	029725
ORIG COMP	-	OPI	39	TYPE	01
ORIG CLASS	Approved for Release	2004/05/11	CIA	DP78-06180A000200060006-4	
JUST	22	NEXT REV	2011	AUTH	HR 10-2

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25X1A9a

[REDACTED], Medical Technician (Sup)
 [REDACTED] S-9, Assistant Physical Requirements Officer
 [REDACTED] -7, Staff Nurse
 [REDACTED] GS-5, Secretary-Stenographer
 [REDACTED] GS-4, Clerk-Typist
 [REDACTED] GS-3, Clerk

25X1A9a

d. C/MS made observations on [REDACTED] Fitness Report, rated 25X1A
 by Dr. [REDACTED] C/MS suggested that highly personal comments be conveyed
 in other ways than on Fitness Reports and felt that such personal
 comments were inappropriate when related on such reports. C/MS asked
 that reviewing officials not accept such comments on Fitness Reports.
 This was agreed to by all Members of the Board.

3. Recommendations for Promotion

25X1A

25X1A

25X1A

a. [REDACTED] Clerk-Typist. A recommendation for
 the promotion of [REDACTED] as initiated by Mrs. [REDACTED] 25X1A9a
 and concurred in by [REDACTED] was reviewed. The Executive Secretary
 recommended approval and all Members concurred.

4. Review of Field Reassignment Questionnaires

25X1A

25X1A9a

25X1A

25X1A9a

25X1A6a

a. [REDACTED] GS-9, Medical Technician. [REDACTED]
 reassignment questionnaire was reviewed by the Executive Secretary and
 it was noted that Mr. [REDACTED] advised C/MS on his recent TDY to 25X1A9a
 [REDACTED] that he would not be adverse to another tour at [REDACTED] It 25X1A6a
 was noted that Mr. [REDACTED] has been assigned to [REDACTED] for five 25X1A6a
 years and AC/CD suggested that Mr. [REDACTED] be brought back to Head- 25X1A9a
 quarters for some type of training. DC/MS suggested deferring a
 decision at this time. C/OS suggested that Mr. [REDACTED] be considered 25X1A9a
 for assignment to [REDACTED] or [REDACTED]. A decision was deferred and 25X1A6a
 will be brought up at the next Career Service Board Meeting.

25X1A

25X1A

25X1A

b. [REDACTED] Medical Technician (Sup). The Executive
 Secretary reviewed [REDACTED] reassignment questionnaire for the 25X1A9a
 Members. C/MS commented that Mr. [REDACTED] indicated to him that he would 25X1A
 not object to an extension at [REDACTED] but that he has been unhappy 25X1A
 although he seems to be more content under the supervision of Mr.
 [REDACTED] C/SD recommended that [REDACTED] be extended for one year. 25X1A
 All Member concurred.

5. Request for Reassignment

25X1A9a

25X1A9a

25X1A9a

a. [REDACTED], GS-9, Pharmacist (Adm). The Executive
 Secretary read the request of Mr. [REDACTED] to have his official file 25X1A9a
 shopped by TSD. Mr. [REDACTED] is interested in obtaining a position with 25X1A9a
 TSD in their Secret Writing Department. C/SD recommended that TSD be 25X1A9a
 allowed to see Mr. [REDACTED] official file. DC/MS recommended that
 the official file not be released until there is an actual position
 which Mr. [REDACTED] can fill. It was agreed by all Members that a
 bonafide requirement be submitted by TSD before the file is reviewed.

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EYES ONLY

6. Assignments

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25X1A

a. Medical Technician, [REDACTED] The Executive Secretary advised that there is a need to assign a Medical Technician to [REDACTED] by 15 December and no later than 15 January and recommended that Mr. [REDACTED] be considered for this position. In view of the fact that [REDACTED] was recently hospitalized, it was agreed by all Members that he should not be considered for this assignment at this time. The Executive Secretary suggested Mr. [REDACTED] for this assignment as an alternative. The Members deferred a decision on this assignment until the next Career Service Board Meeting.

25X1A9a

25X1A

25X1A9a

7. Miscellaneous

a. The Executive Secretary advised that Mrs. [REDACTED] has received notification of approval of an Award of Certificate of Merit for her.

25X1A9a

b. A commendation for Mr. [REDACTED]'s services at [REDACTED] on 11 October 25X1A6a which was originated by C/CD was noted.

25X1A9a

25X1A

c. The Review of Regulation [REDACTED] Categories of Personnel, was deferred by C/MS until a meeting of the Career Service Board can be arranged in order that Mr. [REDACTED] can be present.

25X1A9a

MS/efg

Distribution:

- Orig - C/MS
- 1 - DC/MS
- 1 - AC/CD
- 1 - C/SD
- 1 - C/OD
- 1 - PO/MS

EYES ONLY

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